SAN IMSO Web
International Notes and Prerequisites

21 October 2004

Note: The following instructions will show you how to use a new function now available on the **IMSO Web** system on the **Security Assistance Network**. Many IMSOs have requested an automated function that would allow the IMSO to enter specific information about a course that needs to be conveyed to the overseas US security assistance office (SAO), to be passed on the student who is to attend that course.

Log on the **SAN**.

Note: The **SAN Web** address is: **https://san.osd.mil/san/login**. You must be a *registered user* to access the system. Contact your MILSVC user administrator if you do not have access to the system or contact **charles.collins@disam.dsca.mil**.

Click on **Continue** to go to the **SAN WEB** main menu.

Click on **Training** from the **SAN Web** menu.
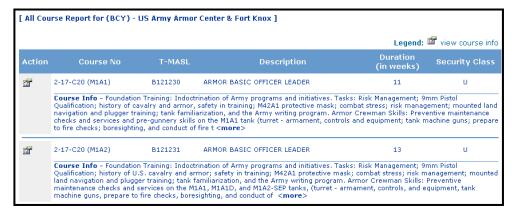
Click on **IMSO & SAO Training Web** on the SAN **Main Training Menu**.

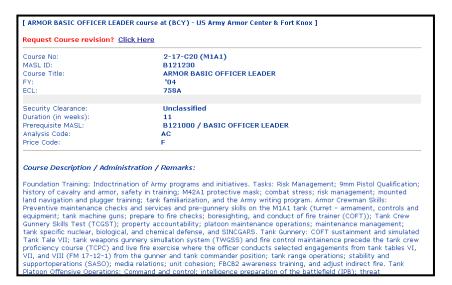*Click* on **My Training Activity(s)**, which is under **IMSO Options** in the menu on the left of the **IMSO** page.
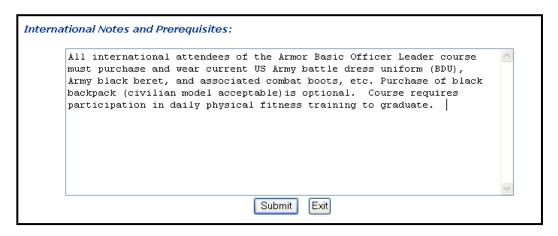
Click on **All Courses**, on the **IMSO Training Activity Screen**.

Search by student status
Students Active

POC / Location Code / Name / Address (sorted by location code)

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65 Students | 5 Courses | Activity Info | All Courses | IP Events

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Activity Info | All Courses | IP Events

Click on the **View Course** button (pointing finger).

[All Course Report for (BCY) - US Army Armor Center & Fort Knox]

Legend: view course info

Action	Course No	T-MASL	Description	Duration (in weeks)	Security Class
	2-17-C20 (M1A1)	B121230	ARMOR BASIC OFFICER LEADER	11	U
	Course Info - Foundation Training: Indoctrination of Army programs and initiatives. Tasks: Risk Management; 9mm Pistol Qualification; history of cavalry and armor, safety in training; M42A1 protective mask; combat stress; risk management; mounted land navigation and plugger training; tank familiarization, and the Army writing program. Armor Crewman Skills: Preventive maintenance checks and services and pre-gunnery skills on the M1A1 tank (turret - armament, controls and equipment; tank machine guns; prepare to fire checks; boresighting, and conduct of fire t <more>				
	2-17-C20 (M1A2)	B121231	ARMOR BASIC OFFICER LEADER	13	U
	Course Info - Foundation Training: Indoctrination of Army programs and initiatives. Tasks: Risk Management; 9mm Pistol Qualification; history of U.S. cavalry and armor; safety in training; M42A1 protective mask; combat stress; risk management; mounted land navigation and plugger training; tank familiarization, and the Army writing program. Armor Crewman Skills: Preventive maintenance checks and services on the M1A1, M1A1D, and M1A2-SEP tanks, (turret - armament, controls, and equipment, tank machine guns, prepare to fire checks, boresighting, and conduct of <more>				

Scroll down to the bottom of the MILSVC **course description**, to the **International Notes and Prerequisites** remarks block.

Type in any **desired information** that applies to the specific course. *Click* on **Submit** to save the entry.

Again, the purpose of this informational block is for the IMSO to enter *any information* about a specific course that the training activity would like conveyed to future international students. Thus, this is an opportunity to address specific problem areas that have come up concerning international attendance of individual courses. All IMSOs are urged to consult with their school's course directors for items applicable to future international students. Information entered in **International Notes and Prerequisites** is now available via data download to all SAO training managers.

General administrative information applying to *all students* coming to the training activity is provided in the **Activity Info** function which can be chosen in the first screen above. Most IMSOs have now completed that data entry, but be sure to keep it up to date.

Note: *The above example for the Armor Basic Officer Leader course was created just for this instruction and is not an actual entry by the IMSO at the US Army Armor School.*

You may now *close* the **IMSO Web** and *log off* the **SAN**.